

OTE 86-6323

21 MAR 1986

MEMORANDUM FOR: Director of Personnel

VIA: Security Officer, OTE
Deputy Director for Administration
Contracts Branch/ESD/OP

FROM: [REDACTED]
Director of Training and Education

SUBJECT: Memorandum of Oral Agreement --
[REDACTED]

1. The following individual has been retained under contract to provide instructional services in conjunction with the "Executive Leadership Forum." The effective dates of this contract are 20 and 27 February 1986.

2. This individual is to be paid under [REDACTED] on a fee-per-task basis in the amount cited above on certification that the task has been successfully completed. Income tax is not to be withheld, but Form 1099 is to be issued in conformance with federal income reporting requirements.

3. No commitment other than that stated above has been made to this individual.

CONCUR:

Deputy Director for Administration

Date

APPROVED:

STAT

01 APR 1986

Director of Personnel

Date

STAT

OTE/LDD/EDS, (12 Mar 86/OTE 86-6323)

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